



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

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MEMORANDUM

TO: Mayor and Town Council
FROM: Daniel E. Taber, Town Manager
DATE: October 23, 2012
RE: Town Manager's Report – September 2012

During the month of September, I was away from the office on leave for a considerable amount of time but staff was able to step up and keep the many projects we have going on track.

Ginn Park Project

We are fast approaching the completion of Phase 1 of the Ginn Memorial Park Project and the committee and staff have been meeting on a regular basis formulating their plan for Phase 2 of the project. Staff has been working on a \$60,000 non-matching funds grant for playground equipment through the CDBG grant program for FY 14.

Potomac Landfill

Conversations continue between Potomac Landfill, staff, and elected officials concerning future development and use of the landfill.

First Town Center Project

There have been several meetings between Town Staff and Mr. Singh and his representatives concerning moving this project forward. Staff continues to meet and discuss the project and both entities involved view the progress made in a positive light.

VML

I, along with Mayor Foreman, Councilwoman Reynolds, Councilwoman Washington, and Councilman Brewer attended the 2012 VML conference from September 23-25 and participated in the General Sessions as well as several of the Break-Out Sessions. The information provided was very useful and the opportunities to network and exchange ideas with other attendees were outstanding.

Audit

The FY 2012 on-site audit was conducted and although the actual report has yet to be submitted to the Town, the exit interview indicated that the Town is utilizing acceptable financial accounting practices and is financially stable. The Town continues to follow all recommendations of its accounting advisors and auditors.

Other Various Town Manager Activities for September

- Daily Administrative Responsibilities
- Staff Meetings
- Regular Council Meeting
- Briefings and Meetings with Town Attorney On Several Issues
- Individual Meetings with Staff
- Individual Meetings and Telephone Conversations with Council Members
- Individual Meetings and Conversations with Citizens
- Meetings with County Elected Officials and Staff
- Various Committee Meetings
- Personnel Related Meetings
- Weekly Drive-Through of the Town

Should you have any questions or concerns, please contact me.